



Home and Community Based  
Services (HCBS)  
Consumer Choices Option (CCO)  
Training  
May 12, 2015



## Objectives

1. CCO Philosophy
2. Eligibility
3. Roles/Responsibility
4. Allowable Services
5. Budget Development & Savings Plan
6. Contacts and Links



## CCO Philosophy

- Member self-direction
- More choices and control
- More cost effective
- Makes it possible for individuals to stay in their homes and communities



## Waivers Offering CCO

- Aids/HIV
- Brain Injury
- Physical Disability
- Intellectual Disability
- Health and Disability
- Elderly



## Roles and Responsibilities

- Member
- Case Manager, Service Worker
- Budget Authority
- Independent Support Broker (ISB)
- Financial Management Service (FMS) Veridian Fiscal Solutions



## Allowable Services

- Services occur in the member's home or integrated community setting
- Members may receive the following service types:
  - Self-directed personal care services
  - Self-directed community supports and employment
  - Individual-directed goods and services



## Self-Directed Personal Care Services

Service's or goods that provide a range of assistance in activities of daily living that support the member remaining in his/her home and community.

- Cleaning services
- Homemaking tasks
- Meal preparation
- Showering/bathing assistance
- Laundry assistance
- Medication management
- Supervision
- Assistance with mobility transfers
- Personal grooming
- Shopping
- Transportation



## Self-Directed Community and Employment Supports

Services that support the member in developing and maintaining independence and community integration

- Self-direction and self-advocacy skill development
- Training on use of medical equipment
- Personal and home skill development
- Time and money management skill development
- Social skill development training
- Career preparation skill
- Career counseling



## Self-Directed Community and Employment Supports cont.

- Job hunting/career placement
- Work place personal assistance
- Supports to maintain a job
- Grooming skill development
- Cooking skill development
- Cleaning skill development
- Utilization of public transportation skill development
- Companionship
- Supports to attend social activities
- Safety and emergency preparedness skill development



## Individual-Directed Goods and Services

- Opportunities for community living, inclusion, directed toward benefit of member
- Least costly to meet member's needs, increase independence
- Not be available through another source, accommodate budget without compromising health and safety
- Services, equipment, or supplies not otherwise provided through the Medicaid program that addresses an assessed need or goal identified in the service plan



## Goods and Services Not Covered

- Anything not related to assessed medical need
- Cost-effectiveness (not covered by any other source)
- Must allow members to get their authorized service needs met per the service plan set up by the case manager



## CCO Basics

- Service plans are the foundation of the budget
- Member can access CCO, traditional waiver, or a combination of both
- Service needs do not change with CCO
- The budget is used to meet the needs of the member
- The case manager/service worker (CM/SW) monitors the services to assure the identified needs are being met



## CCO Basics cont.

- CCO services must be entered for the new plan year before the expiration date.
- Case manager should authorize CCO prior to the first of the month
- If CCO is not authorized by the first of the month, the Financial Management Services (FMS) cannot bill



## Individual Budget Amount

- Based on the assessed need of the member
- A utilization factor is applied to services, CCO rates are typically less due to less overhead costs
- Individualized Services Information System (ISIS) automatically calculates the RATE per unit of service when the case manager enters the services and unit authorizations
- The rate of service x amount of units authorized = the total amount of \$\$ available to the member



## Home and Vehicle Modification, Assistive Devices, and Specialized Medical Equipment

- Require prior-authorization, just like traditional services
- Must be written in the service plan
- Not subject to utilization
- Must be on the budget and must go for those items
- Should be entered as a one time purchase, not budgeted monthly



## Lump Sum Services

- Job Development
- Employer Development



## Creating a CCO Budget

- The CCO budget is the blueprint for CCO service delivery and purchases
- The monthly budget identifies:
  - All goods and services to be purchased
  - All staff and wages (including back up staff)
  - Funds allocated to savings



## The CCO Budget cont.

- The CCO budget must:
  - Reflect the needs identified in the member's service plan
  - Identify goods and services placed into savings
  - Will remain in place until a new budget is submitted
  - ISIS updates



## Savings Plan Shall Identify

- The specific goods, services, supports or supplies to be purchased through the savings plan
- The amount of the individual budget allocated each month to meet the member's identified service needs
- The amount of the individual budget allocated each month to the savings plan



## Savings Plans

- Must be written and approved by IME before the start of the savings plan
- Amounts allocated to the savings plan must result from efficiencies in meeting identified needs of the member from the monthly individual budget



## Savings Ends December 31<sup>st</sup>

- All unused savings in place at the end of the year will revert back to Medicaid
- ID Waiver Respite funds that were in the member's savings as of December 31<sup>st</sup>, can be re-authorized by the case manager effective January 1<sup>st</sup> through the end of the member's waiver plan year



## Member Signatures

- Members or their designee must sign employee and ISB timesheets and CCO budgets for approval
- Members should not be signing blank timesheets or forms for future use
- Could be considered Medicaid fraud



## Contacts and Links

- Iowa Administrative Code can be located here:  
<http://dhs.iowa.gov/administrative-rules>  
(Rules specific to CCO chapter 78.41(15))
- HCBS Home location:  
<http://dhs.iowa.gov/ime/members/medicaid-a-to-z/hcbs>
- HCBS Specialists by region or county at:  
<http://www.dhs.state.ia.us/ime/members/medicaid-a-to-z/hcbs/hcbs-contacts>



## Contacts and Links cont.

- IME Program Integrity: 877-446-3787 or 515-256-4615,  
<http://dhs.iowa.gov/ime/about/aboutime/program-integrity>
- MFCU- Office of Inspector General (OIG) hotline:  
800-447-8477 or 515-281-0506
- Dependent Adult/Child Abuse hotline: 800-362-2178



## Contacts and Links cont.

- Consumer Choices Option home page:  
<https://dhs.iowa.gov/ime/members/medicaid-a-to-z/consumer-choices-option>
- CM/SW CCO manual:  
<https://dhs.iowa.gov/sites/default/files/20130815212202347.pdf>
- Independent Support Broker home page:  
<http://dhs.iowa.gov/ime/Providers/tools-trainings-and-services/ATRegistration/ISB>



## Contacts and Links cont.

- Veridian Fiscal Solutions (the FMS) website:  
<https://ccoweb.veridiancu.org/default.aspx>  
Veridian email: [ccoiaowa@veridiancu.org](mailto:ccoiaowa@veridiancu.org)
- Program Manager: Brian Wines  
[bwines@dhs.state.ia.us](mailto:bwines@dhs.state.ia.us)



## Questions?

Please submit any related questions to:

[HCBSWaiver@dhs.state.ia.us](mailto:HCBSWaiver@dhs.state.ia.us)

Thank you